



Partner Solutions
General Services

AHERA MANAGEMENT PLAN

Name of School: Nathaniel H. Wixon Innovation School

Month of Cleaning:

APRIL

Cleaning methods used:

HI-CON 3 + BRUTAB 68

Names of persons performing the cleaning:

WIXON CREW

Location Cleaned:	Date of Cleaning	Signature
Main Office	4/08/22	Elda De Dios
Lobby 256	4/08/22	Elda De Dios
Guidance Room	4/08/22	Elda De Dios
Corridor 310/312/313	4/08/22	Elda De Dios
Office 1/2/3	4/08/22	Elda De Dios
Library 109	4/08/22	Elda De Dios
Room 115	4/08/22	Elda De Dios
Clinic Room	4/08/22	Elda De Dios
Xerox Room	4/08/22	Elda De Dios
Classroom 277	4/08/22	Elda De Dios
Classroom 279	4/08/22	Elda De Dios
Classroom 201	4/08/22	Elda De Dios
Classroom 202	4/08/22	Elda De Dios
Classroom 203	4/08/22	Elda De Dios
Classroom 205	4/08/22	Elda De Dios
Classroom 206	4/08/22	Elda De Dios
Classroom 208	4/08/22	Elda De Dios
Classroom 209	4/08/22	Elda De Dios

Classroom 210	4/12/22	Sandra p. Trujillo
Store - Classroom	4-12-22	Sandra p. Trujillo
Cafeteria	4/11/22	Bina Blue
Kitchen 274	4/11/22	Bina Blue
Kitchen - Storage	4-12-22	Sandra p. Trujillo
Upper Part of Bolier Room	4-12-22	Sandra p. Trujillo
Classroom 102	4-12-22	Sandra p. Trujillo
Gymnasium 266	4/11/22	Bina Blue
Gymnasium 255	4/11/22	Bina Blue
Gymnasium Office	4/11/22	Bina Blue
Classroom 233	4-12-22	Sandra p. Trujillo
Storage 228	4-12-22	Sandra p. Trujillo
Storage 213	4-12-22	Sandra p. Trujillo
Shower 266	4-12-22	Sandra p. Trujillo
Boy's Locker Room	4-12-22	Sandra p. Trujillo
Girl's Locker Room	4-12-22	Sandra p. Trujillo
Classroom 102	4-12-22	Sandra p. Trujillo
ArtRoom A	4-12-22	Mauro Quevedo
ArtRoom B	4-12-22	Mauro Quevedo
Supplies Room	4-12-22	Mauro Quevedo
Classroom 266	4-12-22	Mauro Quevedo
Classrrom 267	4-12-22	Mauro Quevedo
Storage 268	4-12-22	Mauro Quevedo
Coat Closet	4-12-22	Mauro Quevedo
Classroom 273	4-12-22	Mauro Quevedo
Classroom 274	4-12-22	Mauro Quevedo
Classroom 275	4-12-22	Mauro Quevedo
Classroom 276	4-12-	Mauro Quevedo

IMPORTANT NOTE: Routine is Listed

KITCHEN & CAFETERIA

WASH GARBAGE CANS AFTER EACH EMPTYING: DAILY

DISPOSE OF ALL OTHER TRASH: DAILY
WET MOP ALL FLOORS: DAILY
SECURE WINDOWNS AND DOORS: DAILY
CLEAN DRINKING FOUNTAINS: DAILY
CLEAN TRAY SLIDES: DAILY
DAMP WIPE ALL TABLES & SEATING: DAILY
WASH HOOD FILTER, WINDOWS & DOOR FRAMES, WOODWORK & TRIM, METAL FIXTURES: WEEKLY
CLEAN RANGE HOOD & EXHAUSTED FANS: MONTHLY
NURSE'S CLINIC, OFFICE & LOUNGE
DUST DESKS, FILES, CABINETS, TABLES, CHAIRS, WINDOW SILLS & OPEN SHELVES: DAILY
DUST MOP FLOOR: DAILY
EMPTY WASTE BASKETS & RECYCLE BINS: DAILY
VACUUM RUGS: DAILY
CLEAN TELEPHONES, DESK BASKETS, ETC: WEEKLY
CLEAN TELEPHONES, DESK BASKETS, ETC: WEEKLY
STRIP & WAXE FLOOR: ANNUAL/AS NEEDED
SHAMPOO RUGS: ANNUAL/AS NEEDED
WASH FURNITURE & WOODWORK: AS NEEDED
CLEAN SHADES, DRAPES & VENETIAN BLINDS: AS NEEDED
AUDITORIUM & STAGE
DUST HORIZONTAL & SEATING SURFACES: WEEKLY
WASH RALLINGS: WEEKLY
WASH DOORS, GLASS & FRAMES: MONTHLY
DUST MOP FLOORS, VACUUM RUGS: MONTHLY
WASH WINDOWS & SILLS, WAINSCOT, LIGHTS & FIXTURES: AS NEEDED
WASH WOODWORK & TRIM: AS NEEDED
FLOOR CLEANING: WEEKLY
LOCKER & SHOWER ROOMS, TOILETS & RESTROOMS
DUST ALL HORIZONTAL SURFACES: DAILY
CLEAN WITH DISINFECTANT/ ANTISEPTIC SOLUTION: URINAL, DRINKING FOUNTAIN, SINK & FIXTURE: DAILY
CLEAN WITH DISINFECTANT/ ANTISEPTIC SOLUTION: TOILETS BOWLS & FIXTURES, TOILET SEATS: DAILY
CLEAN WITH DISINFECTANT/ ANTISEPTIC SOLUTION: STALL PARTILIONS, TILE WALLS & FLOOR: DAILY
REMOVE GRAFFITI, EMPTY ALL TRASH, CHECKING FOR STOLEN ITEMS: DAILY
FILL DISPENSERS, SECURE LIGHTS, WINDOWS & DOORS: DAILY
DAMP WIPE DOORS, WINDOWS & FRAMES: WEEKLY
WASH WITH DISINFECTANT ALL INTERIOR AREAS NOT SPECIFICALLY LISTED ABOVE: WEEKLY

NOTES:

Supervisor Signature:

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District Manager Signature:

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